

WASTE MANAGEMENT PROGRAM REDESIGN MTG –Agenda –November 9, 2004

Location: In Person: SCR Hdqtrs, Gathering Waters Room
 Hennings, Dave
 Mack, John Melby, Cynthia Moore,

Present: Connie Antonuk, Sue Bangert, Mike Degen, Barb
 Hildreth, Larry Lynch, Dennis

Deb Pingle, Susan Puntillo, & Frank Schultz

Note taker: Frank Schultz

Facilitator: Susan Puntillo

PURPOSE: We will develop the draft design recommendations that will be sent to stakeholders for further comment.

Time	Presenter	Topic		Decision	Followup
9:00 am	Sue B	Agenda Repair, Check-in		Add: 1) Discussion of Vision Statement - Cynthia had suggested that our goal of "Moving Toward Zero Waste" should be stated in the vision. 2) Incorporate the Facilitator's comments? When and How?	1) Changes were made to the vision statement. 2) Place in Parking Lot .
9:15	ALL	Review, Discuss, Agree on Decision-Making Process for Work Today		Decisions of the Redesign Team will be made by consensus or substantial agreement ("I can live with it.")	Team members are expected to support our decisions.
9:35	ALL	Review Business Function Templates		May need to add additional information on Special Wastes. More training on special waste regulations may be useful. Plan review for large special waste facilities?	
11:05	Susan and Sue	Review Comments received on 11/1/04 Redesign Update Package		Only 5 comments were received - I from an external customer and 4 from internals. People may be	

				waiting for the Team's recommendations at this point.	
11:35	ALL	Assemble Redesign Recommendations Grid ➤ Fill in Sections, as appropriate			
12:15 pm	LUNCH	Bring Your			
12:45	ALL	Continue filling out Recommendations			
2:30	ALL	Next Steps & Assignments ➤ Recommendations out to Stakeholders (input) ➤ Presentation to WaMT (input/modification) ➤ Presentation to AWMT (input) ➤ Final Recommendations to AI			
3:00		Adjourn		Next Meeting 11-18-04	

Parking Lot

- Make sure we check facilitator report (Bert Stitt) and other input (from this summer) against recommendations we develop
- Talk about upcoming presentations
 - statewide
 - AWMT
 - Stakeholders
- SWAT TEAM - needs new name - definition seems OK
- Work with EPA to get them to agree to shift from large quantity generators to small
- Team structure moving forward
- How to involve teams or get input on concrete recommendations

WASTE MANAGEMENT PROGRAM REDESIGN RECOMMENDATIONS GRID

Business Function	Management System			Structure		
	Options	Pros	Cons	Options	Pros	Cons
Plan review	<ul style="list-style-type: none"> Green tier (HW, SPW) <ul style="list-style-type: none"> 2 TSD facilities, as a pilot Long-term - all 18 TSDs 	<ul style="list-style-type: none"> -save staff time - improved .environ. benefit -less command & control (C&C) 	<ul style="list-style-type: none"> -EPA agreement -staff training 	"Centralize" or use a SWAT team	<ul style="list-style-type: none"> - efficient resource use - consistent -ease of getting your answer 	<ul style="list-style-type: none"> -staff acceptance -less local connection or licensing -file location -staff vacancies could be difficult to address
	<ul style="list-style-type: none"> Streamline licensing process, for those not interested or qualified for Green Tier (HW, SPW, SW) <ul style="list-style-type: none"> Continue SW Streamlining Process: Reduce review of 'as-builts', Increase on-site construction inspections; ID precedent setting issues for review; Complete data model flow chart in detail 	<ul style="list-style-type: none"> -save staff time - quicker service - better use of staff time 		Centralize or SWAT team	<ul style="list-style-type: none"> - efficient resource use - consistent -ease of getting your answer 	<ul style="list-style-type: none"> -staff acceptance -less local connection or licensing -file location -staff vacancies could be difficult to address

Business Function	Management System			Structure		
	Options	Pros	Cons	Options	Pros	Cons
	<ul style="list-style-type: none"> Self Certification (SPW, RCY, SW) For RCY, require Self Cert. of currently exempt facilities Non-complex SW facilities (transfer, compost, one-time disposal, low hazard) 	<ul style="list-style-type: none"> -save staff time -facility is responsible -less C&C -cover more facilities -better environ. Protection -some inc. reg. Authority and fees (RCY) -level playing field 	<ul style="list-style-type: none"> -higher risk -staff acceptance -environ. group acceptance -this is a diverse group/loss of control -significant outreach investment -more workload (us and them) (RCY) -statutory changes 	Central submittal w/ regional contacts -central data manager -experts not necessarily in one geographic location (SPW)	<ul style="list-style-type: none"> -increase efficiencies -consistency -better decision-making -better resource deployment -use data more 	<ul style="list-style-type: none"> -training on use of common data base -loss of familiarity w/ facility
	<ul style="list-style-type: none"> Contracting Reclamation Plan Approvals (NMN) 					
	<ul style="list-style-type: none"> Long Term - Evaluate using a company wide approval (SW) 	<ul style="list-style-type: none"> -see above -see WAMT issue paper from August '05 conf. call -improve integration 	<ul style="list-style-type: none"> -see above - see WAMT issue paper from August '05 conf. call - extra fee? 			

Business Function	Management System			Structure		
	Options	Pros	Cons	Options	Pros	Cons
	<ul style="list-style-type: none"> Peer review "process" (SW) <ul style="list-style-type: none"> - consistent review - consist answers to externals - workload management - need experts (total review) <ul style="list-style-type: none"> - Statewide Options <ul style="list-style-type: none"> - Statewide review committee (engr., hydro, others, sup, etc) - 2 review teams/1 or 2 supervisors - 2 experts review all plan approvals and assign work with supervisors concurrence <p>(ASSIGNMENT: Dennis, Barb, Dave with input from Mike and Sue to provide details)</p>					

HW = Hazardous Waste Program

SPW = Special Waste Program

RCY = Recycling Program

SW = Solid Waste Program

NMN = Non-Metallic Mining Program

EXPECTATIONS FOR COMPLETING THIS TABLE

- draft of recommendations needs to be included in a holistic package
- we need to look forward, not just where we are
- we need to have concrete ideas

VISION: ZERO WASTE

DECISION-MAKING: SUBSTANTIAL AGREEMENT

- Everyone supports product
- may be options
- no minority report

QUESTION: Do we need to add a column for Financial and Workload (hours) impact of these recommendations, long-term and short-term?